

**PUBLIC WORKS & UTILITIES COMMITTEE
CITY OF PLYMOUTH, WISCONSIN
Tuesday July 14, 2020**

Due to Wisconsin "Stay at Home" order, this meeting was conducted via WebEx conference call

MINUTES

1. **Call to order & Roll Call:** The Public Works & Utility Committee held a meeting on Tuesday, July 14, 2020 at 6:30 PM. On call of the roll, the following members were present via WebEx: Mayor Don Pohlman, Diane Gilson, Charles Hansen, Jerry Matzdorf and Bob Schilsky. Also present via WebEx were Interim City Administrator Cathy Austin and Alderperson Jim Wilson.
2. **Approval of June 9, 2020 Meeting Minutes:** Motion made by Pohlman/Schilsky to approve as stated. Motion carries.
3. **Discussion and possible recommendation - An Ordinance Repealing and Recreating Sections 6-2-5(c), Regarding Sidewalk Encroachments of the Municipal Code of the City of Plymouth, WI.:** Interim City Administrator Cathy Austin advised that an ordinance and application were created to reflect the suggestions from the committee from the June 9th discussion. This will be a temporary license only, valid until November 1st of 2020, and the serving hours at the tables will be limited to 6:00 a.m. – 10:00 p.m. Committee member Bob Schilsky made a recommendation to change the beginning serving time to 5:00 a.m. instead of 6:00 a.m. Committee Member Charles Hansen asked if the applications can be approved by the clerk's office and not have to go to council for approval. Hansen said that this would shorten the approval time for an applicant. Administrator Austin said that would be a question for City Attorney Crystal Fieber. Motion made by Hansen, seconded by Pohlman to make a recommendation to the council to approve the above as stated. A unanimous aye vote was cast by the committee. Motion carries.
4. **Discussion and possible recommendation – Resolution No. 12, A Resolution Continuing Remote Meetings and Authorizing COVID-19 Expenditures from the Contingency Fund:** Interim City Administrator Cathy Austin began the discussion by reminding the committee that the City of Plymouth adopted an emergency declaration authorizing the City Administrator/Utilities Manager to make COVID-19 expenditures and that the emergency declaration is to expire on July 15th. Administrator Austin said that the city continues to be in a position where continued expenditures may arise and that there may be a need to take action to protect the community. The resolution would authorize the City Administrator/Utilities Manager to continue to make authorized expenditure decisions for the benefit of the city from the contingency fund necessary for COVID-19 purposes. Administrator Austin also said that the resolution covers the need to discourage in-person meeting attendance of members and the public. It allows the Common Council and its standing committees to continue to meet remotely or in larger facilities to promote physical distancing between the members. This allows council members to call-in or participate electronically to council or committee meetings through April 20,2021. Motion made by Pohlman, seconded by Schilsky to make a recommendation to the council to approve the above resolution as stated. A unanimous aye vote was cast by the committee. Motion carries.
5. **Adjournment:** Motion made by Pohlman/Hansen to adjourn. Motion carries. The meeting adjourned at 6:41 PM.

Respectfully submitted by Sabrina Dittman, Clerk